



**VIRGINIA DEPARTMENT OF HOUSING
AND COMMUNITY DEVELOPMENT**



Partners for Better Communities



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DHCD is committed to creating safe, affordable and prosperous communities to live, work and do business in Virginia.



Planning Grants 101

Grants Management Workshop
January 18, 2022

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Planning Grants (PGs)- Overview

- Funding offered through CDBG program and available on a rolling basis April 1 – December 31, or until funds are fully expended
- Aid localities in developing projects to address highest community development needs
- Applications must be supported and submitted by local government
- Emphasis on need, timeliness, and readiness
- Meaningful community and citizen participation

Types of Planning Grants

Housing Rehabilitation

- Maximum Grant Award: \$50,000
- Community Needs Assessments
- Household Income Surveys (LMI eligibility)
- Lead and Energy Efficiency

Public Infrastructure

- Maximum Grant Award: \$50,000
- Water, Sewer, Stormwater, Street Improvements

Types of Planning Grants

Comprehensive Community Development

- Maximum Grant Award: \$60,000
- Community Needs Assessments
- Focus on Housing Rehabilitation Activities
- Include Public Infrastructure Improvements

Business District (Downtown) Revitalization

- Maximum Grant Award: \$50,000
- Market Studies, Economic Assessments
- Economic Restructuring Plans
- Require Greater Local Capacity, Including Property Owner Commitments

Types of Planning Grants, cont'd

Public Services

- Maximum Grant Award: \$50,000
- New or Expanding Community Service
- Lead, Childcare, Health Services

Community Service Facilities

- Maximum Grant Award: \$50,000
- Physical Facilities
- Staffing and Operations Plan
- Future Use Documentation

Types of Planning Grants, cont'd

Regional

- Maximum Grant Award: \$60,000
- Two (2) or More Local Governments
- PERs, Surveys, Community Needs Assessments

Typical Stakeholders

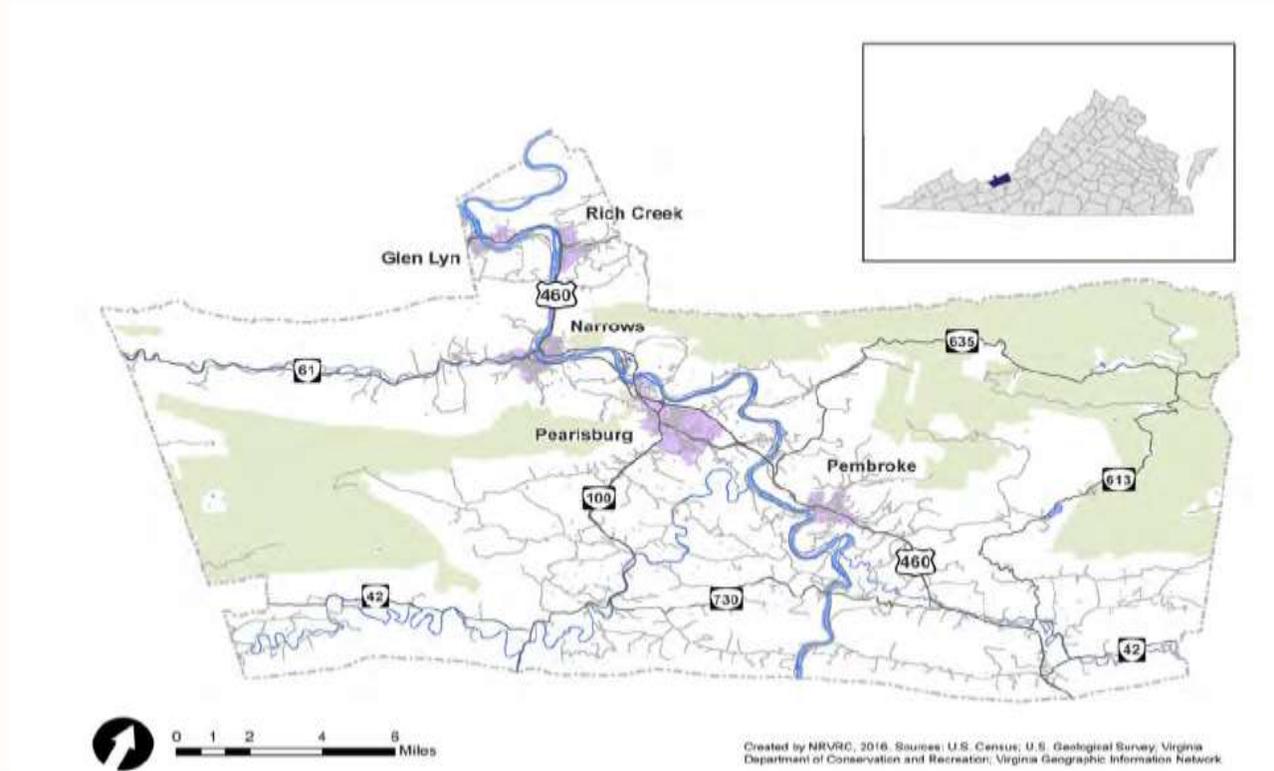
Housing

- Planning District Commissions (PDCs)
- VA Housing Development Authority (VHDA)
- Federal Home Loan Banks (FHLBs)
- US Dept. of Agriculture (USDA)
- VA Tobacco Region Revitalization Commission

Downtown

- Main Street Businesses
- GO Virginia
- Chamber of Commerce
- Local Historical Society (historic downtowns)
- Local Merchant Association
- Local Bank (revolving loans)

Town of Narrows: Downtown Revitalization



Town of Narrows, cont'd



Above: Castle Rock at Snidow Park (left) and New River at New River's Edge (right)

Bottom: Pembroke Park playground (left) and Mountain Lake Lodge (right)



It's All About the Unique Community Assets!

Town of Narrows, cont'd



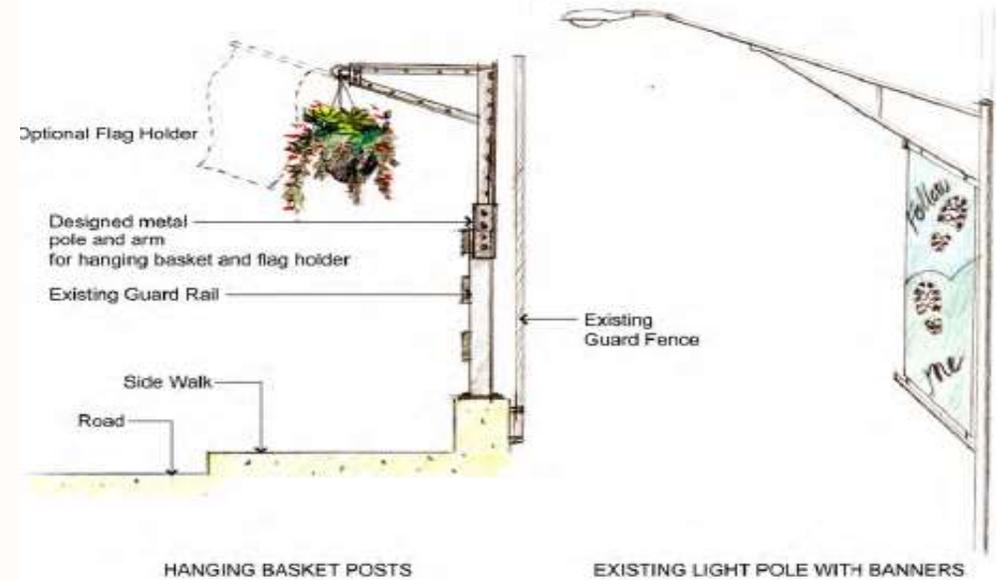
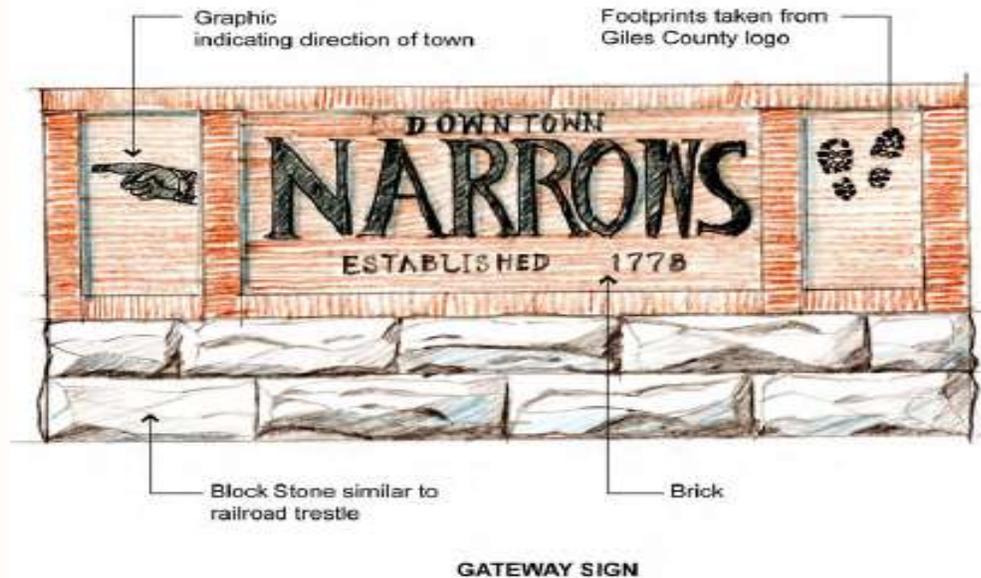
Town of Narrows, cont'd



Town of Narrows, cont'd



Town of Narrows, cont'd



- Wayfinding Signage
- Create Local/Regional Branding & Marketing Strategies

- Streetscape Improvements
- Connect to Local/Regional Initiatives & Annual Events

Strategic Goals

- Expanded Lodging
- Increased Tourism
- Access to Outdoor Recreation
- Site & Building Redevelopment
- Promote Business Development

Narrows Partners, Capacity & Stakeholders

- Narrows Now Community Coalition (NNCC) (regional)
- New River Valley Regional Commission (NRVRC) (regional)
- Town of Pembroke, Town of Narrows, Giles County (localities)
- Hill Studio (consultants)

The Downtown Process

1. Determine Your Project Area
2. Identify Unique Local, Regional, and Natural Assets
3. Develop Short- and Long-term Goals and Visions
 - a. Economic development, business development
 - b. Community characteristics and connections
4. Promote Local and Regional Partnerships
5. Community Engagement is Key from the Beginning!

BDR Planning Grant- Details

- \$50,000 Maximum
- Must demonstrate BDR is the ‘highest community need’
- Minimum 25% physical or 50% vacancy (economic) blight
- VA Main Street Community encouraged
- Primary deliverable is an Economic Restructuring Plan
- Requires greater capacity and local resources

PGs for a “Downtown” District

1. Where’s your project area?
2. What are your strengths, weaknesses, natural assets?
3. What’s the downtown vacancy situation, adaptive reuse prospects, developer interest?
4. Is your “downtown” also eligible as Enterprise Zone, Opportunity Zone, Historic District?
5. Who are the major stakeholders, community “sparkplugs”?
6. Revitalization- Why now?
7. What now?...

Best Practices- Downtown PG

1. Community Input and Visioning
2. Maximize Local and Regional Capacity
3. Realistic Goals and Project Deliverables (timetable, costs, budgeting, participation)
4. Funding Secured
 - a. **Public/Govt:** Town/City Council or BOS, Planning Dept., Law Enforcement, Public Works, PDC, etc.
 - b. **Private:** Main Street Merchants, Major Employers, Property Owners
 - c. **Nonprofit:** Historical Society, Civic Associations

Housing Rehabilitation PG- Details

- \$50,000 Maximum
- PG can be used for Scattered Site or Targeted Housing projects
- Infrastructure improvements, reconstruction, demolition
- Housing inspections, work write-ups, housing needs assessments, income surveys
- Local capacity and availability of housing rehab specialists

Housing Rehabilitation

Before



After



Public Infrastructure PG- Details

- \$50,000 Maximum
- Applicant must include rate structure/history of rate information
- Demonstrate the intent to remain affordable to users
- User agreements

Community Service Facilities (CSF) PG- Details

- \$50,000 Maximum
- Clearly demonstrate the **need and demand** for the facilities
- Strong staffing and operations plan required
- Long-term maintenance plan
- Building must be owned by locality

Public Services PG- Details

- \$50,000 Maximum
- A new service or quantifiable increase in service
- Operations, materials, and programming
- Community assessments to determine need
- Lead: blood testing, coordination with healthcare organizations/nonprofits

DHCD's Application Process

1. Submit a **Planning Grant Application** (April 1 – December 31)
 - a. Develop local project management team; roles and responsibilities
 - b. Develop a workplan
 - c. Develop a Planning Grant budget
2. Identify Grant Management Needs (PDC, consultants)
3. Engage the Community, Conduct Surveys, Analyses, Assessments
4. Create a Plan (PER, cost estimates)
5. Complete Pre-Application Items (public hearings, local resolutions)
6. Submit a **CIG Application** (due April 1) with Supporting Documentation (maps, data, surveys, etc)
7. Project Approvals Finalized by August 2022

**All applications must be submitted in CAMS*



Additional Resources

- [CDBG Program Design](#)
- CDBG How-to-Apply Webinar
- [Planning Grants 101 Handout](#)
- [Planning Grants Fact Sheet](#)
- [CAMS Portal](#)

Thank You